



Active
Learning
Trust

Candidate Pack
Trust Vice Principal
May 2026



Contents

- Hello from our CEO
- About Active Learning Trust
- Our Schools
- Job Vacancy
- Job Description
- Person Specification
- How to Apply

Dear applicant



Thank you for your interest in joining the Active Learning Trust. I know that choosing where to build your career is a big decision, and before I share the details of the role, I want to tell you why this is such a special place to work.

At ALT, we do things differently. We are a values-led organisation that believes our people are our greatest strength. We invest deeply in the adults who work with us, because when we help our colleagues grow, our pupils thrive. Ours is a community built on trust, care and ambition – where every member of staff is encouraged to discover their strengths, take opportunities, and know that their work is shaping brighter futures for the children in our care.

We don't see education as just a system; we see it as a moral mission. Every day, our staff bring energy, compassion and commitment to their roles, united by the belief that every child deserves the very best. We stand alongside you with high expectations, professional development, and unwavering support so that together we can achieve extraordinary things.

If you share our values and our passion for making a difference, we would be delighted to hear from you. I look forward to the possibility of welcoming you into our Trust – a place where people matter, potential is nurtured, and purpose drives everything we do.

With warm regards,



Lynsey Holzer
Chief Executive Officer

Active Learning Trust

Overview

Our multi-academy Trust was originally established in 2012 and is currently made up of 1,600 staff across 21 schools in East Anglia, serving over 8,600 young people and their families. Our shared Trust mission of delivering excellence to ensure our young people can thrive and prosper is at the heart of everything we do.

Our trustees fulfil their duties through our Trust Leadership Team, which includes our central team and school leadership teams, working together as one unified organisation with joint accountability. We have an established central team that is not only knowledgeable but also driven by an imperative to deliver the very best for the young people in our care.

At Active Learning Trust, we are restless for excellence and improvement so that our children can thrive and prosper. Deeply rooted in the heart of our communities, people choose to join our trust because we make a difference. We explore the art of the possible to find the right solutions for our children, our people and the wider education sector.

Our Team

Our team is made up of experts across all specialist areas, including education, finance, HR, communications and marketing, estates, governance, procurement, data and IT. Their skills allow us to deliver shared savings and, more importantly, provide essential services to schools, enabling school-based leadership to focus on improving outcomes for pupils in the broadest sense.

- We know our schools exceptionally well and we offer both honest reflection and evaluation of our strengths and areas for improvement.
- We have clear and appropriate plans for continuing to improve the quality of education and pupil achievement.
- We encourage and celebrate the individual characteristics of each of our schools and provide them with a good balance of autonomy central oversight and accountability.

Our People-First Philosophy

At Active Learning Trust, we invest in you from day one. We love working with specialists that are united by their skills and passion for shaping the future of education. We provide tailored coaching, leadership training and clear progression pathways that turn roles into fulfilling, lifelong careers. Guided by our values of open dialogue, bold thinking and supportive teamwork, we put your growth and well-being at the heart of everything we do - so you can focus on making a real difference in our schools and beyond.

Our Values

At the heart of our Trust are five core values that shape our culture and guide every aspect of our work. They influence our interactions, decisions and strategic direction, and they unite our school communities.



I aspire, we achieve



We're curious, creative and bold



A family, not a house share



Comfortable being candid



Humour, humility, humanity



“

ALT creates environments where professionals can be bold and courageous in their practice, bringing about excellent outcomes for both students and staff. Our students receive the best standard of education from practitioners who are motivated to give their best as they are supported by a Trust that treats all with humanity, humility and humour!

More personally, I'm grateful for the CPD and career opportunities presented to me, that have allowed me to grow from an NQT into a Headteacher in 8 years.

Louise Creed
Headteacher, The Albert Pye
and Ravensmere Schools Federation

Our Schools

Active Learning Trust encompasses 21 schools across East Anglia – eight in Cambridgeshire, 12 in Suffolk and two in Norfolk.

Our schools fall naturally into three designated geographical sub-regions – Ipswich, Norfolk & North Suffolk, and mid Cambridgeshire. This allows the Trust to apply 'hub' level school-to-school support and collaborative working along with other mutually supportive arrangements. The synergy this creates has become a key way of working for our teams and continues to develop further over time.

For more information on our schools, please visit our website.

[View our schools](#)



Job Vacancy

Trust Vice Principal

Shaping excellence in education across our Trust

We are looking for a strategic and values-driven Vice Principal (Quality of Education) to lead the design and delivery of an ambitious, inclusive curriculum that enables every pupil to thrive. Working at Trust level, this role brings together deep expertise in curriculum, assessment and teaching to drive consistent, high-quality practice across our schools. It offers the opportunity to collaborate closely with senior and middle leaders, strengthen professional development, and use insight and evidence to raise standards and close gaps. We are seeking an experienced leader with a strong track record of improving outcomes, who is committed to high expectations, thoughtful innovation and making a meaningful difference for children and young people.

Summary of Key Responsibilities

- Lead the strategic development, implementation and evaluation of a high-quality, ambitious and inclusive curriculum across the Trust.
- Monitor and improve the quality of education, ensuring strong teaching, consistent curriculum delivery and positive student outcomes.
- Line manage and support middle and senior leaders, providing challenge and professional development to secure excellence.
- Oversee assessment systems, using data to inform decisions, raise standards and close attainment gaps.
- Contribute to school improvement, including Ofsted readiness, self-evaluation and wider strategic leadership.

Why Join Our Trust?

- Belong to a compassionate and inclusive trust that values you and the role you play.
- Join an experienced group of people that are fully dedicated to delivering the best for our children.
- Gain access to our VivUp employee benefit system, Cycle to Work scheme and local government pension scheme.

Contact

If you would like an informal discussion about the role, or for more info, please contact Duncan Low, Director of Education, at: duncan.low@activelearningtrust.org



Location

Cambridgeshire / Suffolk

Contract

Full time, Permanent

Salary

ALT Leadership L19 - L23
£80,655 - £88,951

Start Date

September 2026 / January 2027

Interviews

22 May 2026

Job description

Trust Vice Principal (Quality of Education)

Salary: Leadership L19 – L23
Academy Site: Active Learning Trust - Central Team
Reporting to: Director Of Education

Main purpose

The Vice Principal Quality of Education will provide strategic leadership to ensure the design, implementation, and continuous improvement of a high-quality, ambitious, and inclusive curriculum. The postholder will ensure all students receive a broad, balanced, and knowledge-rich education that enables them to achieve excellent outcomes and develop holistically.

They will work closely with senior leaders, middle leaders, and teaching staff to drive curriculum excellence, teaching quality, and student achievement, aligned with the school's vision and Ofsted framework expectations.

Duties and responsibilities

Strategic Leadership of Curriculum

- Lead the development, implementation, and evaluation of the whole-school curriculum strategy.
- Ensure the curriculum is ambitious, coherent, well-sequenced, and meets statutory requirements (including National Curriculum where appropriate).
- Drive improvements in curriculum intent, implementation, and impact.
- Ensure inclusive curriculum provision for all learners, including SEND, EAL, disadvantaged, and high attainers.

Quality of Education

- Monitor and evaluate the impact of curriculum delivery on student outcomes.
- Lead whole-school approaches to teaching and learning linked to curriculum design.
- Ensure consistency in curriculum delivery across subjects and key stages.
- Use internal and external data to inform strategic decisions.

Line Management and Staff Development

- Line manages Assistant Principal/Heads of Department / Subject Leads.
- Support middle leaders in curriculum planning, sequencing, and assessment design.
- Lead CPD programmes focused on curriculum development and pedagogy.
- Promote a culture of high expectations and continuous improvement

Assessment and Standards

- Oversee the development and implementation of effective assessment systems.
- Ensure assessment is meaningful, manageable, and supports learning.
- Analyse and report on student progress, identifying key priorities.
- Lead strategies to close attainment and progress gaps.

Inclusion and Personalisation

- Ensure the curriculum meets the needs of all learners, including those with SEND and disadvantaged students.
- Promote adaptive teaching and inclusive practice.
- Work collaboratively with SENDCo and pastoral leadership.

Ofsted and Accountability

- Lead on preparation for inspections relating to the Quality of Education judgment.
- Ensure curriculum documentation is robust, clear, and aligned with Ofsted expectations.
- Support self-evaluation and school improvement planning.

Timetable and Curriculum Planning

- Oversee the construction of the school timetable (if applicable).
- Ensure curriculum time allocations reflect strategic priorities.
- Collaborate with senior leaders to ensure effective use of resources.

Wider Leadership Responsibilities

- Contribute to the overall strategic leadership of the school.
- Act as a role model for professional standards and conduct.
- Deputise for the Principal/Headteacher where required.
- Engage with governors, parents, and external partners.

Generic responsibilities of all Active Learning Trust employees

- To consistently uphold the Trust's Aims, Visions and Values.
- To work in a co-operative and polite manner with all stakeholders and visitors to promote and enhance the reputation of the academies and Trust.
- To work with children and young people within the framework of the academy in a courteous, positive, caring, and responsive manner.
- To take an active and positive role in the Trust's commitment to the development of staff and review procedures, undertaking training as required.
- To act in a professional way that is consistent with the values and expectations of the Trust.

- To be responsible for promoting and safeguarding the welfare of children and young persons.

The Active Learning Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance (via the Disclosure and Barring Service) in line with the need to create and maintain a safe culture.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks expected to be carried out. It will be reviewed annually in conjunction with the appraisal process and planning for the next academic year. It will be reviewed, and it may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the Trust at the reasonable discretion of the Reports to Manager.

Person Specification

Trust Vice Principal (Quality of Education)

E = Essential / **D** = Desirable

Qualifications & Training		
Qualified Teacher Status (QTS)	E	
NPQSL / NPQH or equivalent leadership qualification		D
Experience		
Substantial leadership experience (e.g. Assistant Headteacher, Deputy Headteacher, or equivalent)	E	
Deep knowledge of the Ofsted Education Inspection Framework	E	
Proven track record of raising standards and improving outcomes	E	
Experience leading curriculum development across a key stage or whole school	E	
Experience in whole-school curriculum leadership		D
Experience working within a multi-academy trust		D

Skills and Knowledge		
Strong understanding of curriculum design principles and assessment	E	
Deep knowledge of the Ofsted Education Inspection Framework	E	

Ability to analyse data effectively to inform decision-making	E	
Excellent leadership, communication, and interpersonal skills	E	
Leading the strategic development, implementation and evaluation of a high-quality, ambitious and inclusive whole-school curriculum		D
Ensuring the curriculum is coherently planned, sequenced and aligned with national expectations, enabling all students to achieve excellent outcomes		D
Driving continuous improvement in the quality of education across all key stages, informed by robust use of data and evidence-based practice		D
Line managing Heads of Department/Subject Leaders, providing challenge and support to secure consistency and excellence in curriculum delivery		D
Overseeing assessment systems to ensure they are purposeful, manageable, and effectively support student progress		D
Closing attainment gaps and ensuring equitable outcomes for disadvantaged students, those with SEND, and other vulnerable groups		D
Leading professional development focused on curriculum design, subject pedagogy, and effective teaching practices		D
Monitoring and evaluating curriculum implementation through quality assurance activities, including lesson visits, work scrutiny, and data analysis		D
Preparing for and leading on Ofsted inspection areas related to the Quality of Education		D
Contributing to whole-school self-evaluation and improvement planning		D
Supporting the development of a positive, high-expectation culture where all students can thrive		D
Working collaboratively with senior and pastoral leaders to ensure a well-rounded educational experience		D
Deputising for the Principal/Headteacher where required		D
Upholding safeguarding responsibilities and promoting the welfare of all students		D

Personal Qualities		
Embodies of the Active Learning Trust's values: <ul style="list-style-type: none"> - I aspire, we achieve - We're curious, creative and bold - A family, not a house share - Comfortable being candid - Humour, humility, humanity 	E	
Commitment to uphold the seven principles of public life (the Nolan principles) at all times	E	
Commitment to maintaining confidentiality at all times	E	
Equal Opportunities		
Commitment to inclusion, equality and diversity	E	
Safeguarding		
Commitment to safeguarding and promoting the welfare of children and young people.	E	

Application Process

How to Apply

You can browse and apply for all Active Learning Trust vacancies by clicking the link below to access our recruitment platform. Once you have found the corresponding vacancy, click on the 'Apply Now' button to begin your application. You can save your application and return to it at any time. Please ensure you have completed and submitted your application before the deadline shown on the job advert.

[View current vacancies](#)

Hints and Tips

To increase the chance of your application being considered for the role, please follow these steps:

- Use the Person Specification document to write your application. Consider using the headings and give examples where possible.
- Check for punctuation and grammar errors.
- Ensure your first referee is from your current or most recent employer. If you are employed within a school or academy, ensure you list your Headteacher as your first referee.
- All gaps in employment history must be explained. This should start from the date you left full-time education, including the summer holiday.



Useful Information

As an equal opportunities employer, we welcome applications irrespective of race, gender, religion, disability, sexual orientation and/or age. We value the individuality and creativity that every worker potentially brings to the workforce.

No CVs are accepted in line with requirements of Keeping Children Safe in Education, therefore all applications are required to be completed using the MyNewTerm platform.

The Active Learning Trust reserves the right to interview and appoint prior to the advert closing date. With this in mind, we encourage you to apply as soon as possible.

The Active Learning Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject to pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance in line with the need to create and maintain a safe culture. Please be advised that references may be requested prior to interview for roles within our academies, where permission has been given to do so via MyNewTerm.

Candidates are advised that, if shortlisted for interview, they will be subject to an online search of information in the public domain.

This post will come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.

